FORM P(2): SITE PLAN REVIEW - D.R.B. PUBLIC HEARING

❑ **SITE DEVELOPMENT PLAN FOR SUBDIVISION**
   __ Scaled site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **24** copies for DRB public hearings
   __ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
   __ Letter briefly describing, explaining, and justifying the request
   __ Letter of authorization from the property owner if application is submitted by an agent
   __ Copy of the document delegating approval authority to the DRB
   __ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
   __ Sign Posting Agreement
   __ 6 copies of the Infrastructure List, if relevant to the site plan
   __ 2 copies of the Conceptual Utility Layout Plan (mark one for Planning, one for Utility Development)
   __ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form with required signatures
   __ Fee (see schedule)
   __ Any original and/or related file numbers are listed on the cover application
   D. R. B. hearings are approximately ONE MONTH after the filing deadline. **Bring the original Mylar** to the meeting for sign-off. **Your attendance is required.**

❑ **SITE DEVELOPMENT PLAN FOR BUILDING PERMIT**
   __ Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **24** copies for DRB public hearings
   __ Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. (Folded to fit into an 8.5" by 14" pocket.) **24** copies for DRB public hearings
   __ Solid Waste Management Department signature on Site Plan
   __ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
   __ Letter briefly describing, explaining, and justifying the request
   __ Letter of authorization from the property owner if application is submitted by an agent
   __ Copy of the document delegating approval authority to the DRB
   __ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
   __ Sign Posting Agreement
   __ Completed Site Plan for Building Permit Checklist
   __ 6 copies of the Infrastructure List, if relevant to the site plan
   __ 2 copies of the Conceptual Utility Layout Plan (mark one for Planning, one for Utility Development)
   __ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form with required signatures
   __ Blue-line copy of Site Plan with Fire Marshal's stamp
   __ Fee (see schedule)
   __ Any original and/or related file numbers are listed on the cover application
   D. R. B. hearings are approximately ONE MONTH after the filing deadline. **Bring the original Mylar** to the meeting for sign-off. **Your attendance is required.**

❑ **AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION**
❑ **AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT**
   __ Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) **24** copies for DRB public hearings
   __ DRB signed Site Plan being amended (folded to fit into an 8.5" by 14" pocket) **24** copies for DRB public hearings
   __ DRB signed Site Plan for Subdivision, if applicable (required when amending SDP for Building Permit) **24** copies for DRB public hearings
   __ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
   __ Letter briefly describing, explaining, and justifying the request
   __ Letter of authorization from the property owner if application is submitted by an agent
   __ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
   __ Sign Posting Agreement
   __ Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
   __ 6 copies of the Infrastructure List, if relevant to the site plan
   __ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form with required signatures
   __ Fee (see schedule)
   __ Any original and/or related file numbers are listed on the cover application
   D. R. B. hearings are approximately ONE MONTH after the filing deadline. **Bring the original Mylar** to the meeting for sign-off. **Your attendance is required.**

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

_____
Applicant name (print)

_____
Applicant signature / date

❑ Checklists complete   Application case numbers
❑ Fees collected   _____-_____-_____
❑ Case #s assigned   _____-_____-_____
❑ Related #s listed   _____-_____-_____

_____
Planner signature / date

Project # _____